

MINUTES OF THE
EAST COVENTRY TOWNSHIP BOARD OF SUPERVISORS
WORKSHOP MEETING HELD ON JANUARY 19, 2004
(Approved February 2, 2004)

The Board of Supervisors held their Workshop Meeting on Monday, January 19, 2004. Present for the meeting were supervisors David Leinbach, Robert F. Preston and W. Atlee Rinehart. Also, in attendance were John A. Koury, Jr., Township Solicitor and Brady Flaharty of ARRO Consulting, Inc. Mr. Leinbach called the meeting to order at 7:00 p.m.

1. MINUTES

Minutes of the January 5, 2004 Organizational Meeting

Mr. Preston moved to accept the minutes of the January 5, 2004 organizational meeting as amended. Mr. Rinehart seconded the motion. The motion carried unanimously.

Amendment being under subheading, Other Appointments, add Mr. Rinehart appointed as the Supervisor representative to the Northern Federation.

Minutes of the January 5, 2004 Monthly Meeting

Mr. Preston moved to accept the minutes of the January 5, 2004 monthly meeting as amended. Mr. Rinehart seconded the motion. The motion carried unanimously.

Amendment being under subheading, Additional Items Brought to the Board, in the last paragraph add a sentence stating "Mr. Leinbach suggested flags or medallions as an alternative for the hydrant bags".

2. REPORTS

Reports from Various Departments and Committees

Mr. Preston moved to authorize the Township Engineer to assist the Township Manager with the NPDES Phase II MS-4 Municipalities Stormwater Management Program for Year 1.

Mr. Rinehart seconded the motion. The motion carried unanimously.

Mr. Preston moved to approve the reports from various departments and committees as submitted. Mr. Rinehart seconded the motion. The motion carried unanimously.

Fund Balances Report

Mr. LaLonde read the fund balance total listed below. Mr. Preston moved to accept the fund balances report as read. Mr. Rinehart seconded the motion. The motion carried unanimously.

Fund	Checking	Money Market	CDs	Total
General	\$40,739.19	\$8,717.51		\$49,456.70
Capital Reserve		\$26,990.80		\$26,990.80
Highway Aid	\$2,622.43	\$117,572.13		\$120,194.56
Tax		\$167.55		\$167.55
Sanitary Sewer	\$3,963.98	\$1,436.11		\$5,400.09
Police Safety	\$2,143.03			\$2,143.03
TOTAL				\$204,352.73

Exonerations and Exemptions

Mr. LaLonde recited the exonerations and exemptions presented by Mrs. Constance Megay, Tax Collector. Mr. Leinbach asked if anyone had reason to believe the recited name was not factual. Mr. Rinehart moved to accept the exemptions and exonerations as read. Mr. Preston seconded the motion. The motion carried unanimously.

3. PUBLIC COMMENTS

Mr. David Heim noted the Northern Federation would be seeking the annual \$200 donation from East Coventry Township.

Mr. Roger Kolb asked if the Fire Department would receive monies from the township as the result of the collection of insurance reimbursement monies from surrounding municipalities billed by East Coventry Township for compensation for insurances paid for by East Coventry Township. Mr. Leinbach noted he did not recall the Board of Supervisors stating such facts but the minutes may be reviewed for clarification.

Mrs. Mary Ann Kenn noted concerns of a neighbor that has been told they need to go to the Zoning Hearing Board. Mr. Leinbach noted he could investigate further once he receives additional information.

Mr. Walt Woessner asked when the Board of Supervisors and the Planning Commission could schedule a joint meeting to discuss the driveway and subdivision and land development ordinances. The Board of Supervisors tentatively scheduled this meeting for February 5, 2004.

Mr. Woessner asked the status of the website. Mr. LaLonde responded the website is scheduled to be available for use by January 31, 2004.

Mr. Woessner asked for an update regarding the road classifications and Mr. LaLonde reiterated McMahon Associates, Inc. will submit the revised document to the township by Wednesday of this week.

4. OTHER BUSINESS

H.A. Berkheimer Appointment

Mr. Preston moved to appoint H.A. Berkheimer as delinquent per capita tax collector and go out for request for proposal (RFP) for 2005. Mr. Rinehart seconded the motion. The motion carried unanimously.

2003 Audit

Appointment of an auditor was held for discussion.

Fee Schedule

Mr. Preston moved to ratify the fee schedule approved January 5, 2004 as modified. Mr. Rinehart seconded the motion. The motion carried unanimously. Modifications being under

4.h. (Miscellaneous Construction) change the fee to \$50.00 non-refundable and 2% of cost and under 3.a (Agricultural Buildings) change the maximum fee from \$600 to \$500.

Mr. Koury will revise the alarm ordinance to refer to the fee schedule as approved by the Board of Supervisors and remove the fees from the ordinance.

2004 Road Projects

Mr. Preston moved to approve the 2004 road projects as submitted by Mr. Ray Kolb, Public Works Supervisor, in the memo dated January 7, 2004. Mr. Rinehart seconded the motion. The motion carried unanimously.

E-Mail Policy

Mr. Leinbach noted he has received comments regarding the e-mail policy. Discussion of the e-mail policy was tabled to the February 16, 2004 workshop.

EMS Resolution

Mr. Leinbach noted he had spoken to an individual at West End Fire Company and stated his opinion that West End Fire Company No. 3 should be used for ambulance services. West End Fire Company has a unit at Route 724 and Bridge Street. Goodwill Ambulance will continue to be utilized in their current territory.

Ruano Holding Tank

The bank account forms for the Ruano holding tank escrow were signed.

5. DISCUSSION ITEMS

Background Checks

Discussion of requirements of background checks for individuals under a solicitor/peddler permit was tabled to the February 16, 2004 workshop. Background check requirements may be challenged in court. This issue was referred to Mr. Koury.

6. PAYMENT OF BILLS

Mr. Leinbach moved to approve the bills on the billing sheet dated January 1-19, 2004 in the amount of \$114,859.16 and requested clarification to be provided for the other billing sheet dated December 16-31, 2003. Mr. Rinehart seconded the motion. The motion carried unanimously.

7. ADDITIONAL ITEMS BROUGHT TO THE BOARD

Mr. Leinbach noted a letter received from the Hands' on Coventry Greene Lane and stated a response should be sent informing them their communication was forwarded to Heritage and the Township is responsible for assuring that all development is built per the approved subdivision and land development plan.

Mr. Leinbach stated a letter was received from Mr. Karl Glocker with complaints of trash and open space concerns. Mr. Leinbach requested a letter be sent to all large trash contractors that service the township making them aware of the trash complaint and notify them they will be put on notice and the trash code will be enforced if necessary. Mr.

Leinbach requested a letter be sent to the commissioners reiterating the amount of money that the township spent on the Maack property and if they would give a 50% match it would enable the township to preserve other parcels. Mr. Leinbach requested a letter be sent to Mr. Glocker in response to his letter.

Mr. Leinbach noted a complaint was received without a signature and the Board of Supervisors would not respond due to the lack of identification.

Mr. Leinbach noted documentation received from the Chester County Conservation District which states the Erosion and Sedimentation Pollution Control Plan for the Northern Service Area, Phase 1 – Sewer System: Review 1 was found to be inadequate.

Mr. Leinbach received an invitation from the United States Department of Interior to attend a breakfast at Hopewell Furnace on January 28, 2004. Mr. Leinbach noted he was planning on attending and requested the other Board of Supervisors receive a copy of the invitation.

Mr. Leinbach noted an Executive Session would be held to discuss the sewer agreements.

Mr. Rinehart stated he has contacted the PUC and Senator Thompson's office regarding the numerous gas leaks in front of his residence and he was notified an upgraded line replacement is planned.

Mr. Preston asked the status of the TDR (transfer development rights) ordinance. Mr. Koury will review Mr. Wayne Grafton's draft ordinance.

Mr. Preston requested the auditors be discussed in executive session.

Mr. Preston questioned the status of Ordinance No. 123 and Mr. Koury is making revisions to the ordinance and advertising will occur once the Board of Supervisors had reviewed the revised document. The draft ordinance will be available for Monday, January 26, 2004.

Mr. Preston asked about the Regional Planning Commission Agreement and Mr. Leinbach noted the township has submitted all information and the agreement was submitted to Montgomery County.

Mr. Preston requested the third proposal for the building expansion loan and 20-year fixed numbers.

Mr. James Cherry and Mr. Greg Shelton of Architectural Concepts were present. There was a brief discussion regarding the township building expansion bids. Mr. Leinbach noted the Board of Supervisors want the building expansion to go back out to bid as soon as possible and contractors bidding for the second time should not have to pay. Mr. Leinbach also stated the Board and township should not have to pay for the next bid due to the fact that the Board of Supervisors had to reject all bids because they did not authorize to accept faxed bids; therefore, placing the Board of Supervisors in a legal situation. Architectural Concepts

having been made aware of the Board of Supervisors position on this subject are to submit a response in writing to the township.

8. ADJOURNMENT

The Board of Supervisors recessed into Executive Session at 8:25 p.m. to discuss sewer agreement issues. The monthly meeting reconvened at 9:30 p.m.

Mr. Leinbach moved to approve the Inter-Municipal Agreement with North Coventry, the Real Estate Agreement, and the Capacity Reservation Agreement, with the Lending Agreement imminent. Mr. Preston seconded the motion. The motion carried unanimously.

Mr. Leinbach moved that East Coventry Township would approve all sewer module requests for High Associates and Heritage Building Group that have been given final plan approval. Mr. Preston seconded the motion. The motion carried unanimously.

Mr. Leinbach moved to approve plans for Phase I as submitted by ARRO Consulting, Inc. last revised January 12, 2004 and authorize ARRO Consulting, Inc. to release the plans as issued for construction with the following conditions.

- ❑ The diameter of the gravity sewer between Manhole No. 1A and 4 shall be changed from 12" to 15".
- ❑ ARRO Consulting, Inc. may make non-substantive modifications to the electrical drawings.
- ❑ ARRO Consulting, Inc. shall revise the plans to address the comments of the January 2, 2004 letter as prepared by the Chester County Conservation District.

Mr. Preston seconded the motion. The motion carried unanimously.

The monthly meeting adjourned at 9:45 p.m.

Respectfully submitted,

Robert F. Preston,
Township Secretary/Treasurer